

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Mark Kutney/797-1101 by Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION OF THE CONTRACT BETWEEN THE TOWN AND LARUE PLANNING AND MANAGEMENT SERVICES, INC. FOR MISCELLANEOUS PLANNING SERVICES.

REPORT IN BRIEF: The Town Council awarded a contract to Larue Planning and Management Services, Inc. for miscellaneous planning services by Resolution R-2004-76. The initial contract period was two (2) years with options to extend the contract for two (2) additional one (1) year periods. The current contract period is scheduled to expire on April 17, 2006. The terms of the contract allow the Contractor to amend his/her hourly fee rate once per year. The hourly rates have remained in effect for the first two (2) years of the contract. The Contractor is asking for a revision to that hourly fee rate. The rates have been reviewed and are considered to be reasonable. The Development Services Department and the vendor wish to exercise the first option to extend the contract for one (1) additional year. If approved, the extension would cover the period of April 18, 2006 through April 17, 2007.

PREVIOUS ACTIONS: R-2004-76

CONCURRENCES: The Development Services Department and the vendor wish to extend the contract.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: \$25,000.00/yr

Account Name: Development Services Department-Contractual Services
Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Development Services Department memo dated February 16, 2006
Letter from vendor dated January 18, 2006

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION TO THE CONTRACT BETWEEN THE TOWN AND LARUE PLANNING AND MANAGEMENT SERVICES, INC. FOR MISCELLANEOUS PLANNING SERVICES.

WHEREAS, the Town awarded a contract for miscellaneous planning services to Larue Planning and Management Services by Resolution R-2004-76; and

WHEREAS, the contract is scheduled to expire on April 17, 2006; and

WHEREAS, the terms and conditions of the contract allow for a one year extension by mutual agreement of the parties; and

WHEREAS, the Town and the contractor desire to extend the contract for an additional year.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council approves the one year extension of the contract with LaRue Planning and Management Services for miscellaneous planning services covering the period of April 18, 2006 through April 17, 2007.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

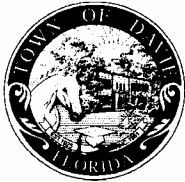
PASSED AND ADOPTED THIS _____ DAY OF _____, 2006

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2006



DEVELOPMENT SERVICES DEPARTMENT 797-1111

Administration 954-797-1101
Planning & Zoning 954-797-1103
Building & Occupational Licensing 954-797-1111
Code Enforcement 954-797-1121
Engineering 954-797-1113

TOWN OF DAVIE 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1030

PZ 2-14-06

TO: Herb Hyman, Procurement Manager
FROM: Marcie Nolan, Deputy Planning and Zoning Manager *MN*
DATE: February 16, 2006
RE: *LaRue Planning and Management Services, Inc./Expiring Contract
Miscellaneous Planning Services*

The Town Council approved Resolution 2004-77 on March 3, 2004 authorizing the Town to utilize the planning services of LaRue Planning and Management Services, Inc. This contract is scheduled to expire on April 17, 2006. A letter from James LaRue, President is attached requesting a contract extension and an increase in the hourly rate, as provided for in the contract.

Please schedule this item for the most convenient Town Council meeting.

If there are any questions, please feel free to contact me at 954-797-1074.

Marcie

Attachment



LARUE PLANNING & MANAGEMENT SERVICES, Inc.

1375 Jackson Street, Suite 206
Fort Myers, Florida 33901-2845
239-334-3366 • FAX: 239-334-6384
e-mail: larue-planning@att.net

January 18, 2006

Marcie Nolan, AICP
Deputy Planning and Zoning Director
Town of Davie
6591 Orange Drive
Davie, Florida 33314

RE: Renewal of Contract for Miscellaneous Planning Services

Dear Ms. Nolan:

In response to your request for renewal of our contract for miscellaneous planning services, we are pleased to advise that LaRue Planning & Management Services, Inc. agrees to extend our Contract for Miscellaneous Planning Services with the Town of Davie for a period of one year.

The current contract term ending date of April 21, 2006, will be extended for twelve months to April 21, 2007, incorporating the Fee Schedule attached to this letter, which is labeled "Exhibit A". (Please note, the only change to the Fee Schedule will be an increase in the Principal and Comprehensive Planner rate; all other hourly rates and expenses remain the same.)

Please indicate the Town's acceptance of the updated fee schedule by signing each original letter where indicated, and returning one original to us for our records prior to the expiration of the current agreement. If you require any additional information to present to the Council for approval of the Contract extension, we will provide such information as soon as practicable.

We look forward to continuing our relationship with the Town of Davie.

Very truly yours,

Town of Davie

James G. LaRue, AICP
President
LaRue Planning & Management Services, Inc.

By: _____
Title: _____
Date: _____

JGL/vr

Attachment – Exhibit A



LARUE PLANNING & MANAGEMENT SERVICES, Inc.

1375 Jackson Street, Suite 206
Fort Myers, Florida 33901-2845
239-334-3366 • FAX: 239-334-6384
e-mail: larue-planning@att.net
www.larue-planning.com

Exhibit A

Town of Davie Planning Services Fee Schedule

Principal and Comprehensive Planner	\$125.00/hour
Visualization Specialist	\$90.00/hour
GIS/Mapping	\$75.00/hour
Planning Technician	\$45.00/hour
Administrative Support	\$35.00/hour
Direct Expenses	
Black and white copies, letter or ledger size	\$0.08/page
Color copies – letter size	\$0.80/page
Color copies – ledger size	\$1.00/page
24" x 36" Black and white Graphics	\$8.50/each
24" x 36" Color Graphics	\$10.00/each
24" x 36" Mylar Plot	\$8.50/each
24" x 36" Vellum Plot	\$4.50/each
24" x 36" Paper Plot	\$4.50/each
Shipping/postage	Direct Cost
Travel*	\$0.37/mile

*Mileage will not be charged for travel to and from the Town of Davie, if travel is required to Tallahassee or to meetings with other regulatory agencies, it will be charged at \$0.37/mile. If overnight trips are required, they will be reimbursed at the direct cost.

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